

April 21, 1999

**Standards Working Group
of the Interoperability Committee of the Federal CIO Council
Charter**

Authority:

The Standards Working Group (SWG) operates under the authority of the Interoperability Committee of the Federal CIO Council. It functions under the same guidelines as its chartering bodies.

Background:

The Office of Management and Budget Circular No. A-119 directs Federal Government Agencies to use voluntary consensus standards in lieu of government-unique standards, except where inconsistent with law or otherwise impractical. The objective is to reduce to a minimum the reliance by agencies on government unique standards. In order for this to happen in an effective manner it is important that Federal Government requirements for technical aspects of information processing standards be made known to the appropriate voluntary standards technical committees. It is also important that an assessment be made of the actions taken in voluntary standards committees to satisfy the technical requirements of the Federal Government.

Statement of Purpose:

The SWG will support the CIO Council Interoperability Committee by:

- Serving as the focal point within the CIO Council for the discussion, definition, and coordination of Federal requirements for voluntary information technology (IT) standards, and the assessment of voluntary IT standards in meeting these requirements for the Federal sector as whole.
- Serving as the locus within the CIO Council for Federal liaison with voluntary standards bodies and other Federal entities and groups which identify and refine requirements for voluntary IT standards and other operational standards.
- Serving as an advocate for voluntary standards organizations work by encouraging participation on voluntary standards technical committees by appropriate Federal Government organizations.
- Forwarding Federal Government standards requirements to specific voluntary standards organizations in the manner appropriate for the voluntary standards organization that is to receive the requirement information.

- Providing a forum for interests in government seeking CIO Council support and facilitating CIO Council “buy-in” to Federal requirements for voluntary IT standards which reflect the requirements of the Enterprise Collaboration working group.

The working group may establish affinity groups to address specific standards issues.

Membership and Voting:

Each agency CIO may designate a primary and several alternate representatives from its agency. Though all may attend meetings, participate in activities and assist in work product development, only one may vote at a time on any issue. When voting occurs, each of the 29 large Federal departments and agencies, and two individuals representing all the small Federal agencies (as defined by the CIO Secretariat) have a single vote. The number of voting members required for a quorum will be five (5).

Ex-officio members (e.g., GAO, Federal Courts) are invited to contribute their particular skills and expertise to projects and work groups, but will not have voting rights unless granted by a majority of voting members. At the option of the members, representatives of other organizations (private industry, supporting contractors) may be periodically invited to attend, observe, or contribute to meetings and activities. Attendance and participation by information technology standards specialists, and other interested persons, from agencies not members of the Federal CIO Council is encouraged.

Duration:

It is contemplated that this Working Group will continue indefinitely or until its Charter is abolished by its parent organizations.

Other Considerations:

The Working Group Chair is appointed by, and reports for the SWG to, the Interoperability Committee. The Chair is responsible to establish the agendas for meetings and produce the minutes.